

RULES OF INTERNAL ORDER

As adopted by the General Assembly on 9 November 2004 in Brussels, modified by the General Assembly on 27 May 2005 in Rennes, on 11 May 2006 in Brussels, on 20 April 2007 in Bilbao, on 26 March 2010 in Venice, on 23 March 2012 in Ljouwert, on 12 April 2013 in Meran, on 17 April 2015 in Bautzen, on 17 April 2015 in Katowice, on 31 March 2017 in Landshut, on 13 April 2018 and 9 March 2019 in Brussels, respectively, on 1 October 2020 via a videoconference and on 27 May 2021 via a videoconference.

1. General Provisions

1.1. The Party

- 1.1.1. The European Free Alliance, hereinafter referred to as either “Party” or “EFA”, is a European political party (in abbreviated form “EUPP”).
- 1.1.2. The European Free Alliance (in abbreviated form “EFA”) is governed by (i) Regulation (UE, Euratom) No 1141/2014 of the European Parliament and the Council of 22 October 2014 on the statute of and funding of European political parties and European political foundations, hereinafter referred to as “Regulation”, (ii) the relevant provisions of Belgian law, (iii) these Rules of Internal Order, and (iv) the latest version of the statutes adopted on 1 October 2020.
- 1.1.3. EFA is composed by political parties, organisations and individuals.
- 1.1.4. EFA shall promote and support all forms of cooperation among its members with the view to pursue its aims and objectives, which are set out in the EFA statutes comprising (i) the EFA Charter, and (ii) the Articles of Association, hereinafter referred to as “AoA”.

1.2. The Rules of Internal Order

- 1.2.1. The Rules of Internal Order, hereinafter referred to as “RIO”, shall regulate the application of the AoA, as well as all matters expressly provided for in the AoA to be regulated by the RIO.

2. Membership

2.1. Categories of members

- 2.1.1. The Party shall be composed of six (6) membership categories: (i) full members, (ii) candidate members, (iii) associate members, (iv) individual members, (v) honorary members, and (vi) observer members of the European Parliament (hereinafter referred to as “observer MEPs”).
- 2.1.2. The quality of a member must not be undetermined, revoked or be subject to renunciation, except in the cases explicitly foreseen in the AoA.
- 2.1.3. The quality of membership cannot be transferred.

2.1.4. The quality of membership cannot be inherited or traded, without prejudice to the cases foreseen in the AoA.

2.1.5. A register of full, candidate, associate, individual, honorary members and observer MEPs is provided in Annex I of these RIO.

2.2. Full members

2.2.1. Full membership can be granted exclusively to legal persons.

2.3. Candidate members

2.3.1. Any political party or organisation which subscribes to the political program of EFA and is politically active at European, state or sub-state level in Europe is eligible to become a candidate member of EFA.

2.4. Associate members

2.4.1. Any political party or organisation which subscribes to the political program of EFA, and is geographically not present in the EU is eligible to become an associate member of EFA.

2.4.2. Associate members are parties or organisations which are geographically located outside of the EU but aspire to be part of EFA.

2.5. Individual members

2.5.1. Any natural person holding an elected office at European, state or sub-state-level may request to become an individual member of the Party, referred to as the “candidate” in this section.

2.5.2. The candidate shall not be, at the time of the request for membership, a member of an EFA member.

2.6. Honorary members

2.6.1. Natural persons who have honoured the Party through their outstanding achievements may be eligible to be nominated as honorary members.

2.7. Observer MEPs

2.7.1. Observer MEPs shall be limited to individuals who were elected Members of the European Parliament, and lost their seat at the European Parliament as a result of their State’s departure from the European Union.

2.8. Procedure to become a candidate member

2.8.1. Parties and organisations applying for candidate membership shall follow the procedure set out below.

2.8.2. Any political party or organisation wishing to become a member of the Party shall send an official request by registered post to the registered office of EFA or by registered email to “info@e-f-a.org”. The applicant shall submit with the official request the following documents:

- 2.8.2.1. A letter of motivation addressed to the President expressing the applicant's commitment to respect, follow and agree with the values on which the European Union is founded, including but not limited to the content of Article 3 of the TEU, as well as the AoA, the EFA Charter and the political manifesto of EFA;
 - 2.8.2.2. A copy of the applicant's statutes or by-laws, translated into English;
 - 2.8.2.3. The current political program of the applicant;
 - 2.8.2.4. A description of the applicant's internal organisation and decision-making processes, if not provided for in the statutes or by-laws;
 - 2.8.2.5. A list of elected representatives, if any;
 - 2.8.2.6. The results of the most recent elections in which the party or organisation has taken part;
 - 2.8.2.7. A representative sample of some recent publications, if any.
- 2.8.3. The documents submitted with the official request shall be made available to the members of the Bureau and to the General Assembly.
 - 2.8.4. The Secretariat shall collect the necessary documents and information concerning the submitted application and shall transmit the application dossier to the Bureau.
 - 2.8.5. The Bureau shall inform any member exercising their activity in the same territory or Member State, of the candidate, if any, to allow the member to express an opinion to the Bureau regarding the acceptance of a new member. Only opinions received within thirty (30) days of the Bureau informing the member will be considered.
 - 2.8.6. The Bureau shall give a preliminary view on the application prior to submission to the General Assembly for approval of the applicant, also referred to as a candidate member.
 - 2.8.7. The decision concerning candidate members shall require a simple majority by the General Assembly.
 - 2.8.8. A decision of the General Assembly on membership shall have an immediate effect.
 - 2.8.9. The result of the vote shall be communicated to the applicant if the applicant is not present at the General Assembly meeting.

2.9. Procedure to become a full member

- 2.9.1. Only candidate members are able to become full members.
- 2.9.2. Candidate members wishing to become full members shall address their request to the Bureau. Their membership request shall be added on the agenda of an ordinary General Assembly and shall be presented to the General Assembly for vote if the request is addressed to the Bureau at least 30 days before the ordinary General Assembly is held.

- 2.9.3. Candidate members may apply for full membership after having held the candidate membership for a minimum period of one (1) year
- 2.9.4. The Bureau shall give a preliminary opinion on the full membership request and shall submit it to the General Assembly.
- 2.9.5. The General Assembly votes on the full membership request.
- 2.9.6. A vote of the General Assembly on membership shall automatically result in amendment of Annex I of these RIO.

2.10. Procedure to become an associate member

- 2.10.1. Parties and organisations wishing to become associate members shall follow the procedure set out in recitals 2.8.2 to 2.8.4 above.
- 2.10.2. The Bureau shall give a preliminary view on the application prior to submission to the General Assembly for approval of the applicant.
- 2.10.3. The decision concerning associate member shall require a simple majority by the General Assembly.
- 2.10.4. A decision of the General Assembly on membership shall have an immediate effect and shall be communicated to the applicant.

2.11. Procedure to become an individual member

- 2.11.1. The candidate shall address a written request for membership to the Bureau, stating the reasons for its application and declaring to not be a member of any other European political party.
- 2.11.2. The request for membership shall be sent by registered post to the legal address of EFA or by registered email to info@e-f-a.org.
- 2.11.3. The Bureau, or any of its members expressly mandated, can conduct personal interviews with the candidate to allow the Bureau to take an informed decision regarding the acceptance of the candidate.
- 2.11.4. The Bureau shall inform any member exercising their activity in the same territory or Member State, of the candidate, if any, to allow the member to express an opinion to the Bureau on the candidacy of the candidate. Only opinions received within thirty (30) days of the Bureau informing the member will be considered.
- 2.11.5. The candidate shall be accepted as an individual member of the Party upon the adoption of a positive decision of the Bureau.
- 2.11.6. The decision shall be taken unanimously among the members present or represented.
- 2.11.7. If an individual member becomes affiliated to an EFA member, the quality of an individual member shall be deemed to be extinguished.
- 2.11.8. The Bureau shall communicate, in the shortest delay, to all members of the Party the decision of accepting an individual member.

2.11.9. The individual membership shall end automatically with the elected mandate.

2.11.10. The Bureau shall communicate to all members of the Party the end of each individual membership.

2.11.11. The General Assembly may repeal the membership approved by the Bureau in the first meeting of the General Assembly after the adoption of the Bureau's decision.

2.11.12. Individual members, unless otherwise entitled, are not entitled to vote in the General Assembly, as only full members have the right to vote.

2.11.13.

2.12. Procedure to become an honorary member

2.12.1. Natural persons who have honoured the Party through their outstanding achievements may be eligible to be nominated as honorary members.

2.12.2. Honorary members may be chosen among former Members of the European Parliament, former members of the Bureau, or other relevant people in the history of EFA.

2.12.3. The Bureau shall consult the candidate for an honorary membership and verify if the person in question meets the relevant criteria to receive this title.

2.12.4. Honorary members may be accepted by the General Assembly only after a proposal is issued by the Bureau.

2.12.5. The decision of honorary membership shall require a simple majority by the General Assembly.

2.12.6. Honorary members can only be accepted if they are no longer elected, no longer have a responsibility within EFA, and are no longer employed by EFA.

2.13. Veto on new members

2.13.1. A geographic territory shall be, in principle, represented in the Party by only one political party or organisation.

2.13.2. Whenever another political party or organisation from the same geographic area officially requests to become a member of EFA, the Bureau shall request from (an) EFA member(s), which is(are) active in the same territory to issue an opinion before assessing the membership application.

2.13.3. Each EFA member operating in the same territory may express an opinion regarding the official request for membership within thirty (30) days from a notification of the request of the Bureau.

2.13.4. The opinion shall be binding on the Bureau.

2.14. Resignation, Suspension, Expulsion

2.14.1. The Bureau shall inform the General Assembly about any member which is deemed to have resigned following the circumstances outlined in Article 23.1(3) of the AoA.

- 2.14.2. At least one-twentieth (1/20) of the full members of the Party may propose to the Bureau for the suspension or expulsion of an EFA member.
- 2.14.3. The proposal for suspension presented by a member shall contain an indication of the duration of the suspension with an ending date.
- 2.14.4. The Bureau shall discuss all the suspension and exclusion proposals and put forward a recommendation to the General Assembly.
- 2.14.5. The Bureau shall vote with an absolute majority on the recommendation prior to putting it to the General Assembly.
- 2.14.6. The recommendation of the Bureau on suspension of a member presented to the General Assembly shall be non-binding.
- 2.14.7. The Bureau shall inform the concerned member of its recommendation to suspend or expel a member in the shortest reasonable timeframe following its communication of the recommendation to the General Assembly.
- 2.14.8. At the General Assembly, where the decision on the suspension or expulsion is to be taken, the concerned member has the right to state and defend its case with only one speaker.
- 2.14.9. Following the meeting during which the concerned member is heard, the General Assembly shall vote on the proposal to suspend or expel the member.
- 2.14.10. When the General Assembly shall decide on the suspension of a member, it shall include in its decision the ending date of the suspension.
- 2.14.11. The decision shall have an immediate effect.
- 2.14.12. The suspension of a member shall mean that EFA will not reimburse any expense of (a) representative(s)/delegate(s) of the suspended member, nor will organise any activity with the suspended member.
- 2.14.13. The suspension of a full member shall also result in the suspension of its voting right.
- 2.14.14. A suspended member and individuals affiliated to the suspended members shall not be able to represent EFA in public or in dealings with third parties.
- 2.14.15. After the expiration date of the suspension as approved by the General Assembly, the suspension shall be automatically lifted.
- 2.14.16. The General Assembly, taking note of any resignation or expelling a member automatically shall amend Annex I of these RIO.

3. Privacy and Data Management

- 3.1.1. EFA processes personal data under the Regulation 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such

data (commonly referred to as the “General Data Protection Regulation” or the “GDPR”), and the Belgian privacy Act of 30 July 2018.

- 3.1.2. Personal data shall be securely stored and not shared or disclosed to third parties without the consent of the subjects concerned, unless this is necessary for the compliance with the relevant legal obligations incumbent on the EFA.
- 3.1.3. Subjects may request at any time the rectification or the erasure of their personal data addressing such requests to the Secretariat, at the registered seat of the Party.

4. EFA and International organisations

4.1. European Partners

- 4.1.1. EFA and its partners in the European Institutions are mutually committed to a strong cooperation, regular consultation and coordination to ensure that the EFA presence is strengthened.
- 4.1.2. EFA has a responsibility to ensure that coordination and consultation between EFA members and its partners is attained regarding all matters concerning EFA members.

4.2. EFA in the European Parliament

- 4.2.1. The elected Members of the European Parliament from EFA members shall in principle sit in an EFA group or sub-group in the European Parliament.
- 4.2.2. The group affiliation of elected members of the European Parliament with EFA members shall be communicated to the Bureau and the General Assembly.
- 4.2.3. EFA and the EFA group or sub-group in the European Parliament shall maintain a close relationship, informing each other about the political activities and initiatives of the respective members.
- 4.2.4. Without prejudice to the other provisions of this article, EFA shall coordinate and keep an open line of communication with all EFA members of the European Parliament regardless of the group which they are members of.

4.3. International organisations

- 4.3.1. The members of international organisations elected or appointed by EFA members shall submit an annual report of their activities to the General Assembly.
- 4.3.2. Elected representatives of EFA members forming groups or sub-groups in assemblies other than the European Parliament shall cooperate with the Party.

4.4. Exchange of information

- 4.4.1. The Bureau assisted by the EFA Secretariat is responsible for the exchange of information between the elected members in international organisations, the European Parliament, EFA members and bodies.

4.5. European elections

- 4.5.1. A process to update the EFA's European Electoral Program shall start two (2) years prior to the European Parliament elections.
- 4.5.2. EFA participates in the elections of the European Parliament and in the election of any other EU body directly or through its members.

5. Bodies of EFA

5.1. General Assembly

- 5.1.1. The General Assembly shall meet at least once a year.
- 5.1.2. The two deputy returning officers selected by the President at the beginning of an ordinary General Assembly to form the Presidium shall be appointed as the official delegates of full members of the Party.

5.2. Bureau

- 5.2.1. The Bureau shall meet at least once a year.
- 5.2.2. The Bureau is composed of Bureau members, a President, a Secretary General and a Treasurer who each have a role as defined in the AoA.
- 5.2.3. The annual meeting shall not coincide with the meeting of the General Assembly.
- 5.2.4. Elected members of the European Parliament and the Committee of the Regions may be invited to the Bureau meetings, without voting rights.
- 5.2.5. EFA Youth's, hereinafter referred to as "EFAy", and the Coppieters Foundation representatives may be invited to the Bureau, without voting rights.
- 5.2.6. If required, the Bureau can adopt decisions outside of an in-person meeting using any communication means which allow for simultaneous interaction between members.
- 5.2.7. The decisions taken outside of an in-person meeting shall be reported in the minutes of a successive regular Bureau meeting.
- 5.2.8. The travel and accommodation costs to attend Bureau meetings are reimbursed ~~only~~ to the Bureau members.
- 5.2.9. If the Bureau so decides, travel and accommodation costs can also be reimbursed to any participant of a Bureau meeting.
- 5.2.10. The Bureau shall inform the members of the Party of the renewal of the Bureau in due time to allow possible candidates to present their candidacies in time.
- 5.2.11. The candidacies for the Bureau shall be submitted to info@e-f-a.org in writing.
- 5.2.12. The Bureau shall submit the list of candidacies to the General Assembly.
- ~~5.2.13.~~

- 5.2.14. Candidate Bureau members may indicate their intention to stand for the position of President, Secretary General or Treasurer.
- 5.2.15. The General Assembly shall vote on the composition of the new Bureau by secret ballot.
- 5.2.16. Each member of the General Assembly can vote for a minimum of two (2) candidates and a maximum of the total number of eligible candidates.
- 5.2.17. In case that there are more eligible candidates for the Bureau than posts, the candidates that receive the largest number of votes shall fulfil the available posts.

5.3. Congress

- 5.3.1. The Congress is composed of all members of EFA. Full members shall have at least two (2) delegates per member.
- 5.3.2. The Coppieters Foundation and EFAY can be represented by up to four (4) delegates each.
- 5.3.3. Full members running for European elections have the right to present two (2) additional delegates.
- 5.3.4. Full members with representation in the European Parliament have the right to present additional delegates per each elected member of up to three (3) delegates.
- 5.3.5. The rules of procedure of each Congress are approved by the General Assembly convening the Congress.
- 5.3.6. The General Assembly convening the Congress shall appoint a Congress Presidium in charge of the organisation of the Congress and its proceedings.
- 5.3.7. The Congress shall be convened by the General Assembly in principle every five (5) years, and preferably, in the year preceding the European elections. The Congress shall aim to prepare and approve the electoral manifesto of EFA.

5.4. Conciliation Committee

- 5.4.1. The Conciliation Committee is composed of three (3) members.
- 5.4.2. The Conciliation Committee shall not be exclusively composed by individuals of the same gender.
- 5.4.3. Full members shall propose candidates to the Conciliation Committee.
- 5.4.4. Only full members that are not represented in the Bureau are eligible to become members of the Conciliation Committee.
- 5.4.5. The Conciliation Committee is renewed every three (3) years.
- 5.4.6. Candidacies to the Conciliation Committee shall be addressed to the Bureau.
- 5.4.7. The General Assembly elects the members of the Conciliation Committee following the procedure to elect the Bureau.
- 5.4.8. The Conciliation Committee elects a President among its members.

- 5.4.9. The Conciliation Committee advises the bodies of EFA and mediates on disputes and conflicts according to the Rules of Procedure set out in Annex III of these RIO.
- 5.4.10. The Conciliation Committee reports on its activities to the General Assembly.
- 5.4.11. The Conciliation Committee operates according to the rules of procedure set forth in Annex III of these RIO.

5.5. Secretariat

- 5.5.1. The Secretariat is composed by all members of the EFA staff.
- 5.5.2. The members of the staff are all individuals employed by EFA.
- 5.5.3. Members of the staff of EFA will be employed under the relevant labour laws of the country in which EFA has its registered seat.
- 5.5.4. The Secretariat shall execute the decisions taken by the Bureau and the General Assembly.
- 5.5.5. The Secretariat shall keep contact with EFA members and shall support them in all their needs.
- 5.5.6. The Secretariat shall keep the EFA financial books and accounts updated.
- 5.5.7. The Secretariat shall prepare the statutory meetings.
- 5.5.8. EFA can unilaterally terminate the work contract of a member of staff following the applicable labour law legislation and may request advice of the Conciliation Committee before taking its decision.

6. Finances

6.1. Contributions

- 6.1.1. The system of contributions is established in Annex II of these RIO.
- 6.1.2. The amendment of the system of contributions is voted by the General Assembly with an absolute majority.
- 6.1.3. The voting right of the members in the General Assembly is conditional on the fulfilment of the financial obligations towards EFA.
- 6.1.4. EFA will not reimburse the travel and accommodation costs for the General Assembly of the delegates of the members in arrears.

6.2. Reimbursements

- 6.2.1. The reimbursement of expenses for travel and accommodation costs can only be granted upon presentation of the original receipts that justify the expenses.
- 6.2.2. Any request of reimbursement must be submitted before the end of every financial year.

6.3. Honorarium and Participation Allowance

- 6.3.1. The President and Bureau members are entitled to receive honorarium and participation allowance, respectively, provided that the following rules are observed.
- 6.3.2. EFA shall provide honorarium to the elected President of the Party during the term of his/her mandate if EFA's financial situation allows for it.
- 6.3.3. The honorarium is a fixed allowance for representation and participation in EFA's operational activities and events. The objective is to compensate the President for the loss of income incurred as a result of the time devoted to the exercise of the office of the President.
- 6.3.4. The provision of honorarium must meet the following three conditions: (i) honorarium can be only granted if the President has no principal source of income equivalent to full time engagement either as an employee, employer, or self-employed, (ii) the honorarium shall be accorded to the standard of living of the place of residence of the President, and (iii) the fixed honorarium shall not exceed EUR 3000 per month.
- 6.3.5. The decision on the granting of such honorarium or allowances will be taken by the Bureau according to budgetary availability.
- 6.3.6. Bureau members are entitled to receive participation allowances to compensate for the loss of earnings associated with their participation in two types of events and under the conditions as set forth below:
 - 6.3.6.1. Bureau meetings: participation allowance is provided based on the number of days of participation in a Bureau meeting including travel days before and after the meeting.

The participation allowance shall amount to EUR 65 per day.
 - 6.3.6.2. Working groups: the Bureau can set up Working Groups which will meet regularly on specific issues and work with the Secretariat on tactical and strategic areas.

Members of a Working Group shall be compensated for their participation upon submission of reports.

The participation allowance shall amount to up to EUR 100 per day for in-person participation or up to EUR 65 per day for online participation.

6.4. Donations

- 6.4.1. EFA may accept donations from natural or legal persons of up to a value of eighteen thousand (18.000) Euros per year and per donor.
- 6.4.2. EFA is prohibited to accept the following donations:
 - 6.4.2.1. anonymous donations or contributions;

- 6.4.2.2. donations from the budgets of political groups in the European Parliament;
 - 6.4.2.3. donations from any public authority from a Member State or a third country, or from any undertaking over which such a public authority may exercise, directly or indirectly, a dominant influence by virtue of its ownership of it, its financial participation therein, or the rules which govern it;
 - 6.4.2.4. donations from any private entities or individuals based outside of the European Union who are not entitled to vote in the elections of the European Parliament.
- 6.4.3. Any prohibited donation shall, within thirty (30) days following the date of its receipt:
- 6.4.3.1. be returned to the donor, or to a person acting on the donor's behalf; or
 - 6.4.3.2. where it is not possible to return it, be reported to the relevant authority and the European Parliament.
- 6.4.4. Financial support from members will not be considered as donation but as contribution.
- 6.4.5. The ceiling of eighteen thousand (18.000) Euro shall not be applicable to donations received by the elected members of the European Parliament, of a national parliament or of a regional parliament or regional assembly which are indirect members of EFA wishing to financially support the Party.
- 6.4.6. Personal data of donors and contributors shall be treated following the applicable provisions contained in the Regulation 1141/2014 of the European Parliament and of the Council on the statute and funding of European political parties and European political foundations and may be subject to publication.

7. Motions

7.1. Motions

- 7.1.1. Motions shall aim to:
- 7.1.1.1. broaden, update and form EFA's general policies and political position;
 - 7.1.1.2. bring a particular political issue to the attention of EFA and its members;
and
 - 7.1.1.3. encourage members to take action.
- 7.1.2. The motions shall be presented, discussed and voted in the General Assembly.
- 7.1.3. Full members and candidate members can submit motions within the deadline set by the Bureau.
- 7.1.4. The text of the motions shall be preferably in English.

- 7.1.5. The Bureau shall discuss the text of each motion.
- 7.1.6. The Bureau can suggest amendments to the text of the motion to the proponent.
- 7.1.7. The proponent must reply to the suggested amendments to the Bureau within ten (10) days after the receipt of the suggestion(s).
- 7.1.8. The motions are put forward to full and candidate members for amendment before the General Assembly.
- 7.1.9. Amendments shall be submitted in writing to the Secretariat within the deadline set by the Bureau.
- 7.1.10. The motions and amendments shall be included in the final agenda of the General Assembly.
- 7.1.11. The proponent of each motion has three (3) minutes to explain the motion in the General Assembly.
- 7.1.12. The proponent of an amendment has ninety (90) seconds to defend the proposed amendment in the General Assembly.
- 7.1.13. The General Assembly shall vote with a simple majority first on the amendment(s), if any, and then on the text of the resulting motion.
- 7.1.14. The approved motions shall be considered when drafting the EFA political manifesto.

7.2. Urgency motions

- 7.2.1. Urgency motions aim to respond to urgent political situations.
- 7.2.2. For a motion to be qualified as urgent it should comply with the following criteria:
 - 7.2.2.1. it must not have been foreseen within the deadline set by the Bureau to submit standard motions; and
 - 7.2.2.2. it must be of a non-contentious nature.
- 7.2.3. The Bureau shall decide whether the urgency motions qualify for a discussion in the General Assembly.
- 7.2.4. The General Assembly shall be informed about the submission of urgency motions.
- 7.2.5. The discussion on the urgency motions shall be held after the discussion on the other motions.
- 7.2.6. Amendments to urgency motions must be notified in writing to the Presidium of the General Assembly at least thirty (30) minutes before the discussion of the urgency motions.
- 7.2.7. The General Assembly shall vote first on the amendment(s), if any, and then on the adoption of the urgency motion(s) with a simple majority.

7.3. Structure of motions, urgency motions and amendments

- 7.3.1. Motions and urgency motions should follow a standard structure:

- 7.3.1.1. the texts may have an explanatory note and should have an introduction and a conclusion;
- 7.3.1.2. amendments or discussions on an explanatory note are not accepted.
- 7.3.2. The total length of the motions and urgency motions shall be six hundred (600) words and three hundred (300) words respectively; including an explanatory note, introduction and conclusion.
- 7.3.3. Motions, urgency motions and amendments shall be introduced using a standard template and shall be introduced in English.
- 7.3.4. The template shall be made available to all members and shall be accessible at any time.

8. EFA Youth

8.1. Relations between EFA and EFA Youth

- 8.1.1. The non-profit association “EFA Youth” (EFAy) constituted in Belgium and registered as a non-profit organisation (ASBL/VZW) under No 0870.658.439 and having its seat at Boomkwekerijstraat 1,4 - 1000 Brussel, is an associated entity of EFA.
- 8.1.2. The cooperation between EFA and its youth branch, EFAy, shall be based on the following principles:
 - 8.1.2.1. EFA and EFAy commit to mutual respect and cooperation;
 - 8.1.2.2. EFA shall defend the point of view of EFAy in aiming to be financed by the European Parliament;
 - 8.1.2.3. EFAy commits itself to increase its self-financing;
 - 8.1.2.4. EFA and EFAy commit to hold regular work meetings between the Presidents or representatives of the two Associations.
- 8.1.3. The agenda of the Bureau and General Assembly may include an agenda point proposed by EFAy.
- 8.1.4. The Secretariat may invite the EFAy representatives to the Bureau and General Assembly meetings in which the EFAy representatives shall have the right to vote in all matters with exception of the points on finances and staff.
- 8.1.5. EFAy can request the minutes of the statutory meetings of EFA.
- 8.1.6. EFAy must have the right to receive all the information about EFA’s activities.

8.2. Financial Support

- 8.2.1. The General Assembly shall adopt a yearly budget of the Party that might include a specific financial provision for EFAy.
- 8.2.2. The financial support shall be received upon a signature of the yearly agreement between the Party and EFAy that contains the terms of use of the financial support.

9. Coppieters Foundation

9.1. Relations between EFA and Coppieters Foundation

- 9.1.1. The Coppieters Foundation is the European political foundation linked to EFA.
- 9.1.2. EFA recognises the independent character of the Coppieters Foundation.
- 9.1.3. The two organisations should work closely together to make sure that their programmes are complementary.

10. Amendments

- 10.1.1. The RIO may be amended by the General Assembly upon a proposal presented by the Bureau.
- 10.1.2. The General Assembly adopts the amendments with a simple majority.

11. Annexes

- 11.1.1. There are three annexes attached to these RIO:
 - 11.1.1.1. Annex I Register of members – includes a register of full, candidate, associate, individual, honorary members and observer MEPs;
 - 11.1.1.2. Annex II Contribution system;
 - 11.1.1.3. Annex III Rules of Procedure of the Conciliation Committee.

ANNEX I – REGISTER OF MEMBERS

1. I.I – Members

EFA has 48 full members

2. I.II – List of Full Members

ARTSAKH REPUBLIC

Արցախի Ժողովրդավարական կուսակցություն – Democratic Party of Artsakh (DPA)

Legal status: Political Party

Leader: Ashot Ghulyan

Registered office: G. Nzhdeh St 68, 375000 Stepanakert NKR, Armenia

Website: www.dpa.am

AUSTRIA

Enotna Lista – Unity List (EL)

Legal status: Political Party

Leader: Gabriel Hribar

Registered office: Viktringer Ring 26, A-9020 Klagenfurt/Celovec – Kärnten - Austria

Website: www.elnet.at

BELGIUM

Nieuw-Vlaamse Alliantie – New Flemish Alliance (N-VA)

Legal status: ASBL

Leader: Bart de Wever

Registered office: Koningsstraat 47/6, 1000 Brussels – Flanders - Belgium

Website: www.n-va.be

BULGARIA

Omo Ilinden Pirin – United Macedonian Organisation Ilinden Pirin

Legal status: Political Party

Leader: Stojko Stojkov

Registered office: Blagoevgrad 2700, zK "Elenovo" bl 6 v. B ap. 6 p.k. Mechkarovi - Bulgaria

Website: www.omoilindenpirin.org

CROATIA

Lista Za Rijeku – List for Rijeka (RI)

Legal status: Political party

Leader: Danko Švorinić

Registered office: Žrtava fašizma 2 - Rijeka - Croatia

Website: www.listazarijeku.com

CZECH REPUBLIC

Moravské zemské hnutí - Moravian Movement

Legal status: Political party

Leader: Ondrej Hysek

Registered office: Na Vylhlídce 89/V, CZ-38001 Dacice - Moravia – Czech Republic

Website: www.moravskehnuti.cz

DENMARK

Schleswigsche Partei – Party of Schleswig (SP)

Legal status: Political Party

Leader: Carsten Leth Schmidt

Registered office: Vestergade 30, 6200 Aabenraa - Denmark.

Website: www.schleswigsche-partei.dk

FINLAND

Ålands Framtid – Ålands' Future

Legal status: Political party

Leader: Pia Eriksson

Registered office: Ålands Lagting - Post Box 69, AX-22101 Mariehamn – Åland - Finland

Website: www.alandsframtid.ax

FRANCE

Femu a Corsica – Let's make Corsica

Legal status: Association.

Leader: Jean-Félix Acquaviva.

Registered office: Immeuble le Sirocco, Rue Jean Pierre Gaffory - 20600 Bastia

Website: www.femuacorsica.corsica

Mouvement Région Savoie – Savoyan Region Movement (MRS)

Legal status: Political party

Leader: Laurent Blondaz

Registered office: La Chatelle, 73800 Sainte Héléne du Lac – Savoie - France

Website: www.regionsavoie.org

Partit Occitan – Occitan party (PÒc)

Legal status: Political party

Leader: Ana Maria Hautant

Registered office: Ostal Sirventes, 79 La Trivala, 1000 Carcassona/Carcassonne - France

Website: www.partitoccitan.org

Partitu di a Nazione Corsa – Party of the Corsican Nation (PNC)

Legal status: Political party

Leader: Jean-Christophe Angelini

Registered office: Bd de Montera 5, 20200 Bastia – Corsica - France

Unitat Catalana – Catalan Unity (UC)

Legal status: Political party

Leader: Jaume Pol

Registered office: Plaça des Peluts 13, 66000 Perpinyà – Catalunya Nord - France

Union Démocratique Bretonne – Democratic Breton Union (UDB)

Legal status: Political party

Leader: Pierre-Emmanuel Marais

Registered office: Rue Menou 4, 44000 Nantes - Breizh/Bretagne - France

Website: www.udb.bzh

Unser Land – Our Land

Legal status: Political party

Leader: Andrée Munchenbach

Registered office: BP 10040, 68190 Ensisheim – Elsass - France

Website: www.unserland.org

GERMANY

Bayernpartei – Party of Bavaria

Legal status: Political party

Leader: Florian Weber

Registered office: Baumkirchnerstr. 20, 81673 München – Bayern - Germany

Website: www.bayernpartei.de

Łužyska Alianca/Lausitzer Allianz – Sorbian Alliance

Legal status: Political party

Leader: Hanzo Wylem-Kell / Hannes Wilhelm-Kell

Registered office: Wüstenhainer Hauptstraße 7i, 03226 Wětošow – Łužyka - Germany

Website: www.luziska-alianca.org

Südschleswiger Wahlverband – South Schleswig Voters' Association (SSW)

Legal status: Political party

Leader: Flemming Meyer

Registered office: Norderstr. 76, 24939 Flensburg – Slesvig-Holsten - Germany

Website: www.ssw.de

GREECE

Dostluk Eşitlik-Bariş Partisi – Friendship, Peace and Equality party (DEB)

Legal status: Political party

Leader: Çiğdem Asafoglou

Registered office: V. Pavlu 7 (Sultantepe) 69100 Gümülcine/ Κομοτηνή (Komotini) - Greece

Website: www.debpartisi.org

Виножито/Ουράνιο Τόξο – Rainbow

Legal status: Political party

Leader: Mariana Bekiari

Registered office: Stefanou Dragoumi 11, P.O. BOX 51, 53100 Лерин/Φλώρινα (Florina) - Greece

Website: www.florina.org

ITALY

Alliance Valdôtaine – Valdostan Alliance (AL)

Legal status: Parti politique

Leader: Albert Chatrian

Registered office: Via Chambéry 51, 11100 Aosta - Italie

Website: www.comitatolibertatoscana.eu

Comitato Libertà Toscana – Committee Liberty Tuscany (CLT)

Legal status: Political party

Leader: Marco Di Bari

Registered office: Via Fra' Filippo Lippi, 16, Firenze – Toscana - Italy

Website: www.comitatolibertatoscana.eu

L'Altro Sud – The Other South

Legal status: Movement

Leader: Antonio Gentile

Registered office: Corso Vittorio Emanuele 448, 80121 – Napoli - Italy

Website: www.laltrosud.it

Liga Veneta Repubblica – Venetian Republic League (LVR)

Legal status: Movement

Leader: Fabrizio Comencini

Registered office: Via Catania 11, 37138 Verona, Italy

Website: www.ligavenetarepubblica.org

Patrie Furlane – Friulian Homeland

Legal status: Political party

Leader: Luigi Gambellini

Registered office: Via Vittorio Emanuele III 3, 33030 Campoformido (UD) – Friûl - Italy

Patto per l'Autonomia – Pact for Autonomy

Legal status: Political party

Leader: Massimo Moretuzzo

Registered office: Via Alessandro Manzoni, 21, 33032 Pozzecco di Bertiole (UD) – Friûl - Italy

Website: www.pattoperlautonomia.eu

Pro-Lombardia Indipendenza – For the independence of Lombardy (PLI)

Legal status: Movement

Leader: Giovanni Roversi

Registered office: Via Privata Schiatti 2 - 20854 Vedano al Lambro - Lombardia - Italy

Website: www.prolombardia.eu

Slovenska Skupnost – Slovene Union

Legal status: Political party

Leader: Peter Močnik

Registered office: Via Giacinto Gallina, 5/III, 34122 Trst/Trieste - Italy

Website: www.slovenskaskupnost.org

Südtiroler Freiheit – Sudtirolean Freedom (STF)

Legal status: Movement

Leader: Werner Thaler

Registered office: Laubengasse 9, 39100 Bozen – Südtirol - Italy

Website: www.suedtiroler-freiheit.com

LATVIA

Русский союз Латвии/Latvijas Krievu savienība - Latvian Russian Union (LRU)

Legal status: Political party

Leader: Tatjana Ždanoka

Registered office: Rūpniecības 9, 1010 Riga - Latvia

Website: www.rusojuz.lv

THE NETHERLANDS

Fryske Nasjonale Partij – Frisian National Party (FNP)

Legal status: Political party

Leader: Sijbe Knol

Registered office: Obrechtstrjitte 32, 8916 Ljouwert – Fryslân – The Netherlands

Website: www.fnp.frl

POLAND

Ruch Autonomii Śląska – Silesian Autonomy Movement (RAS)

Legal status: Non-profit organisation

Leader: Jerzy Gorzelik

Registered office: Ul. ks Norberta Bonczyka 9/4, 40-209 Katowice - Poland

Website: www.autonomia.pl

Kaszëbskô Jednota – Kashubian Community (KJ)

Legal status: Association

Leader: Karol Rhode

Registered office: ul. Wejherowska 58A, 84-240 Reda, Poland

Website: www.kaszebsko.com

ROMANIA

Erdélyi Magyar Néppárt – Hungarian Peoples’ Party of Transylvania (EMNP)

Legal status: Political party

Leader: István Csomortányi

Registered office: str. Suceava nr. 17, Cluj-Napoca/Kolozsvár – Romania

Website: www.neppart.eu

SERBIA

Лига социјалдемократа Војводине/Liga Socijaldemokrata Vojvodine – League of Social Democrats of Vojvodina (LSV)

Legal status: political Party

Leader: Nenad Čanak

Registered office: Trg mladenaca 10, 21000 Novi Sad, Vojvodina - Serbia

Website: www.lsv.rs

SLOVAK REPUBLIC

Magyar Kereszténydemokrata Szövetség – Hungarian Christian Democratic Alliance (MKDSZ)

Legal status: Political party

Leader: Fehér Csaba

Registered office: Dunajské nábr. 14, 94501 Komárno – Slovak Republic

Website: www.mkdsz.sk

SLOVENIA

Oljka Party – Olive party

Legal status: Political party

Leader: Vida Grančar

Registered office: Burlinova ulica 1 - Via Alberto Burlin 1, Koper–Capodistria – Slovenia

Website: www.oljka.org

SPAIN

Bloque Nacionalista Galego – Galician Nationalist Bloc (BNG)

Legal status: Political party

Leader: Ana Pontón

Registered office: Av. Rodriguez de Viguri 16 Baixo, 15702 Santiago de Compostela – Galiza - Spain

Website: www.bng.gal

Esquerra Republicana de Catalunya – Republican Left of Catalonia (ERC)

Legal status: Political party

Leader: Oriol Junqueras

Registered office: c/ Calàbria 166, 08015 Barcelona – Catalunya - Spain

Website: www.esquerra.cat

Eusko Alkartasuna – Basque Solidarity (EA)

Legal status: Political party

Leader: Eba Blanco

Registered office: Portuetxe 23/1 - 20018-Donostia/San Sebastián – Euskal Herria – Spain

Website: www.euskoalkartasuna.org

Més-Compromís – More Commitment

Legal status: Political party

Leader: Enric Morera

Registered office: C/ Sant Jacint 28 entresòl, 46008 València - Spain

Website: www.bloc.compromis.net

Nueva Canarias – New Canary Islands (NC)

Legal status: Political party

Leader: Román Rodríguez Rodríguez

Registered office: Venegas 1 of.2 y 4, 35003 Las Palmas de Gran Canaria – Canarias - Spain.

Partit Socialista de Mallorca-Entesa Nacionalista – Socialist Party of Mallorca – Nationalist Agreement (PSM-Entesa)

Legal status: Political party

Leader: Biel Barceló

Registered office: Isidoro Antillón 9, baixos, 07006 Palma – Balearic Islands - Spain

Website: www.psm-entesa.cat

UNITED KINGDOM

Mebyon Kernow – The Party for Cornwall (MK)

Legal status: Political party

Leader: Dick Cole

Registered office: Meredian House, Heron Way, Truro TR1 2XN - Kernow/Cornwall – United Kingdom

Website: www.mebyonkernow.org

Plaid Cymru – The Party of Wales

Legal status: Political party

Leader: Adam Price

Registered office: Ty Gwynfor, Marine Chambers Anson Court, Atlantic Wharf -Caerdydd/Cardiff CF10 4A – Cymru - United Kingdom

Website: www.plaidcymru.org

Scottish National Party (SNP)

Legal status: Political party

Leader: Nicola Sturgeon

Registered office: Gordon Lamb House 3 Jackson's Entry - Edinburgh EH8 8PJ - Alba/Scotland - United Kingdom

Website: www.snp.org

Yorkshire Party (YP)

Legal status: Political party

Leader: Bob Buxton

Registered office: Railway House, Station Street, Meltham; Holmfirth, HD9 5NX - United Kingdom

Website: <https://www.yorkshireparty.org.uk/>

3. I.III – LIST OF CANDIDATES MEMBERS

ESPAGNE

Andalucía por Sí – Andalusia for Yes (AxSí)

Legal status: Parti politique

Leader: Modesto González Márquez

Registered office: Avenida de Andalucía nº63. Coria del Rio. 41100 Sevilla – Andalucía - Espagne

Website: www.andaluciaksi.com

4. I.IV – INDIVIDUAL MEMBERS

FRANCE

François Alfonsi

Address: European Parliament, Wiertzstraat 60; B-1047 Brussels – Belgium.

SPAIN

Pernando Barrena

Address: European Parliament, Wiertzstraat 60; B-1047 Brussels – Belgium.

ITALY

Piernicola Pedicini

Address: European Parliament, Wiertzstraat 60; B-1047 Brussels – Belgium.

GERMANY

Manuela Ripa

Address: European Parliament, Wiertzstraat 60; B-1047 Brussels – Belgium.

5. II.III – List of Full members

Full members are:

1. Ålands Framtid – Ålands' Future
2. Alliance Valdôtaine – Valdostan Alliance (AL)
3. Andalucía por Sí – Andalusia for Yes (AxSí)
4. Արցախի ժողովրդավարական կուսակցություն - Democratic Party of Artsakh (DPA)
5. Bayernpartei – Party of Bavaria
6. Bloque Nacionalista Galego – Galician Nationalist Bloc (BNG)
7. Comitato Libertà Toscana (CLT)
8. Dostluk Eşitlik-Barış Partisi - Friendship, Peace and Equality party (DEB)
9. Enotna Lista – Unity List (EL)

10. Erdélyi Magyar Néppárt – Hungarian Peoples’ Party of Transylvania (EMNP)
11. Esquerra Republicana de Catalunya – Republican Left of Catalonia (ERC)
12. Eusko Alkartasuna – Basque Solidarity (EA)
13. Femu a Corsica – Let’s make Corsica
14. Fryske Nasjonale Partij – Frisian National Party (FNP)
15. Kaszëbskô Jednota – Kashubian Community (KJ)
16. L’Altro Sud – The Other South
17. Лига Социјалдемократа Војводине/Liga Socijaldemokrata Vojvodine - League of Social Democrats of Vojvodina (LSV)
18. Liga Veneta Repubblica – Venetian Republic League (LVR)
19. Lista Za Rijeku – List for Rijeka (RI)
20. Łużycka Alianca/Lausitzer Allianz – Sorbian Alliance
21. Magyar Kereszténydemokrata Szövetség – Hungarian Christian Democratic Alliance (MKDSZ)
22. Mebyon Kernow - The Party for Cornwall (MK)
23. Més-Compromís – More Commitment
24. Moravské zemské hnutí - Moravian Movement
25. Mouvement Région Savoie – Savoyan Region Movement (MRS)
26. Nieuw-Vlaamse Alliantie – New Flemish Alliance (N-VA)
27. Nueva Canarias – New Canary Islands (NC)
28. Oljka Party – Olive party
29. Omo Ilinden Pirin - United Macedonian Organisation Ilinden Pirin
30. Partit Occitan – Occitan party (PÒc)
31. Partit Socialista de Mallorca-Entesa Nacionalista – Socialist Party of Mallorca – Nationalist Agreement (PSM-Entesa)
32. Partitu di a Nazione Corsa – Party of the Corsican Nation (PNC)
33. Patrie Furlane – Friulian Homeland
34. Patto per l’Autonomia
35. Plaid Cymru – The Party of Wales
36. Pro-Lombardia Indipendenza – For the independence of Lombardy (PLI)
37. Ruch Autonomii Śląska - Silesian Autonomy Movement (RAS)
38. Русский союз Латвии /Latvijas Krievu savienība - Latvian Russian Union (LRU)
39. Schleswigsche Partei – Party of Schleswig (SP)
40. Scottish National Party (SNP)
41. Slovenska Skupnost – Slovene Union
42. Südschleswiger Wahlverband - South Schleswig Voters' Association (SSW)
43. Südtiroler Freiheit – Sudtirolean Freedom (STF)
44. Union Démocratique Bretonne – Democratic Breton Union (UDB)
45. Unitat Catalana – Catalan Unity (UC)
46. Unser Land – Our Land
47. Виножито/Ουράνιο Τόξο - Rainbow
48. Yorkshire Party (YP)

6. II.IV – List of Individual members

1. François ALFONSI (Régions et Peuples Solidaires - R&PS)
2. Fernando BARRENA (Euskal Herria Bildu – EH Bildu)
3. Piernicola PEDICINI (Independent politician)
4. Manuela RIPA (Ökologisch-Demokratische Partei – ÖDP)

7. II.V – List of Honorary members

Honorary members are:

1. Gustave ALIROL
2. Carlos BAUTISTA
3. Frieda BREPOELS
4. Sebastian COLIO
5. Fabrizio COMENCINI
6. Diego DE LOS SANTOS
7. Mark DEMESMAEKER
8. Winifred EWING
9. Karlos GARAIKOETXEA
10. Rolf GRANLUND
11. Iñaki IRAZABALBEITIA
12. Mikel IRUJO
13. Bernat JOAN
14. Eva KLOTZ
15. Gorka KNÖRR
16. Begoña LASAGABASTER
17. José Luís LINAZASORO
18. Nelly MAES
19. Ernest MARAGALL
20. Miquel MAYOL
21. Camilo NOGUEIRA
22. Sybren POSTHUMUS
23. Marta ROVIRA
24. Jordi SEBASTIÀ
25. Max SIMEONI
26. Josep-Maria TERRICABRAS
27. Jaak VANDEMEULEBROUCKE
28. Pavlos VOSKOPOULOS

8. II.VI – List of Observer MEPs

Observer MEPs are:

1. Christian ALLARD (Scottish National Party - SNP)
2. Heather ANDERSON (Scottish National Party - SNP)
3. Jill EVANS (Plaid Cymru)
4. Aileen MCLEOD (Scottish National Party - SNP)

ANNEX II – Contribution system

Representation	Local/none	Regional/ National	State	European	If in regional/national or state government
FULL MEMBERS	750	2200	3600	9000	SUPPLEMENTARY CONTRIBUTION
CANDIDATE MEMBERS					
ASSOCIATE MEMBERS					

Territory group I.

Nations or regions which are relatively wealthy or have a large scope of legislative powers. Amount of supplementary contribution: € 4.000.

Territory group II.

Nations or regions which are less wealthy or have a limited scope of legislative powers. Amount of supplementary contribution: € 2.100.

Territory group III.

Nations or regions which are less wealthy or have a limited scope of legislative powers. Amount of supplementary contribution: € 700.

Reduction on Contribution

Members that do not receive public funding are eligible for a reduction of their annual contribution upon approval by the Bureau.

Eligibility is assessed annually.

Territorial Categorisation of Full Members

Full members are categorised by the relevant territory group in the list below:

NAME	TERRITORY	TERRITORY GROUP
Ålands Framtid – Ålands’ Future (AF)	Åland Islands	I
Alliance Valdôtaine – Valdostan Alliance (AV)	Aosta Valley	II
Andalucía por Sí – Andalusia for Yes (AxSí)	Andalusia	III
Արցախի Ժողովրդավարական կուսակցություն - Democratic Party of Artsakh (DPA)	Republic of Artsakh	*
Bayernpartei – Party of Bavaria	Bavaria	I
Bloque Nacionalista Galego – Galician Nationalist Bloc (BNG)	Galicia	I
Comitato Libertà Toscana - Committee Liberty Tuscany (CLT)	Tuscany	III
Dostluk Eşitlik-Barış Partisi - Friendship, Peace and Equality party (DEB)	Greece	III
Enotna Lista – Unity List (EL)	Carinthia	II
Erdélyi Magyar Néppárt – Hungarian Peoples’ Party of Transylvania (EMNP)	Transylvania	III
Esquerra Republicana de Catalunya – Republican Left of Catalonia (ERC)	Catalonia	I
Eusko Alkartasuna – Basque Solidarity (EA)	Basque Country	I
Femu a Corsica – Let’s make Corsica	Corsica	II
Fryske Nasjonale Partij – Frisian National Party (FNP)	Friesland	I
Inseme per a Corsica – Together for Corsica	Corsica	II

Kaszëbskô Jednota – Kashubian Community (KJ)	Kashubia	III
L'Altro Sud – The Other South	Former Kingdom of the Two Sicilies	III
Лига Социјалдемократа Војводине/Liga Socijaldemokrata Vojvodine - League of Social Democrats of Vojvodina (LSV)	Vojvodina	*
Liga Veneta Repubblica – Venetian Republic League (LVR)	Veneto	III
Lista Za Rijeku – List for Rijeka (RI)	Fiume/Rijeka	III
Łužyska Alianca/Lausitzer Allianz – Sorbian Alliance	Sorbia	III
Magyar Kereszténydemokrata Szövetség – Hungarian Christian Democratic Alliance (MKDSZ)	Slovak Republic	III
Mebyon Kernow - The Party for Cornwall (MK)	Cornwall	III
Més-Compromís – More Commitment	Valencia	I
Moravské zemské hnutí - Moravian Movement	Moravia	III
Mouvement Région Savoie – Savoyan Region Movement (MRS)	Savoy	II
Nieuw-Vlaamse Alliantie – New Flemish Alliance (N-VA)	Flanders	I
Nueva Canarias – New Canary Islands (NC)	Canary Islands	I
Oljka Party – Olive party	Slovenia	III
Omo Ilinden Pirin - United Macedonian Organisation Ilinden Pirin	Bulgaria	III
Partit Occitan – Occitan party (PÒc)	Occitania	II
Partit Socialista de Mallorca-Entesa Nacionalista – Socialist Party of Mallorca – Nationalist Agreement (PSM-Entesa)	Balearic Islands	I
Partitu di a Nazione Corsa – Party of the Corsican Nation (PNC)	Corsica	II
Patrie Furlane – Friulian Homeland	Friuli	I
Patto per l'Autonomia – Pact for Autonomy	Friuli	I
Plaid Cymru – The Party of Wales	Wales	III
Pro-Lombardia Indipendenza – For the independence of Lombardy (PLI)	Lombardia	III
Ruch Autonomii Śląska - Silesian Autonomy Movement (RAS)	Silesia	III
Русский союз Латвии /Latvijas Krievu savienība - Latvian Russian Union (LRU)	Latvia	III
Schleswigsche Partei – Party of Schleswig (SP)	Schleswig	I
Scottish National Party (SNP)	Scotland	I
Slovenska Skupnost – Slovene Union	Friuli V.G.	I
Südschleswiger Wahlverband - South Schleswig Voters' Association (SSW)	Schleswig	I
Südtiroler Freiheit – Sudtirolean Freedom (STF)	South Tirol	I
Union Démocratique Bretonne – Democratic Breton Union (UDB)	Brittany	II
Unitat Catalana – Catalan Unity (UC)	Northern Catalonia	II
Unser Land – Our Land	Alsatia	II
Виножито/Ουράνιο Τόξο - Rainbow	Greece	III
Yorkshire Party (YP)	Yorkshire	I

ANNEX III – Rules of Procedure of the CONCILIATION COMMITTEE

1. Conflict resolution by the Conciliation Committee can take the form of mediation or conciliation.
2. The Conciliation Committee can also have an advisory role for all the bodies of EFA.
3. The Conciliation Committee is an independent body of EFA, entitled to advise on the settling of conflicts or disputes arising from the application or interpretation of the AoA, RIO; on resolving disputes on staff issues; or other operational matters related to EFA.
4. The following matters are excluded from the competence of the Conciliation Committee:
 - 4.1. differences in points of view or disputes of a political nature which fall under the remit of the members' bodies for conflict resolution;
 - 4.2. appeals relating to the decisions taken by similar bodies for conflict resolution of member parties;
 - 4.3. cases of political disagreement which do not involve the interpretation of the statutory provisions; and
 - 4.4. budgetary issues;
5. The members of the Conciliation Committee are independent, impartial and not bound by any other norm or instruction other than those set forth in the AoA, RIO and the procedures for the operation of the Conciliation Committee set out in this Annex.
6. The Conciliation Committee operates in public, which shall mean amongst EFA members. Hearings are open to representatives of members, but members may be excluded from the hearing if it is in the interest of the concerned parties.
7. The Conciliation Committee respects the principle "hear and heard"; all parties involved should be allocated equal time while presenting their point of view.
8. If any member of the Conciliation Committee is directly or indirectly involved in a dispute to be decided on, that person shall be excluded from all deliberations on that case.
9. The Conciliation Committee consists of 3 members, elected by the General Assembly.
10. The Conciliation Committee is elected for three (3) years.
11. Conciliation Committee members may not serve more than two (2) consecutive terms.
12. The members are elected with the procedure governing the election of the Bureau.
13. The role of member of the Conciliation Committee is incompatible with any other function in the Party.

14. The Conciliation Committee can be addressed by:

- 14.1. EFA full, candidate, associate and individual members;
- 14.2. EFA statutory bodies;
- 14.3. EFA employees;
- 14.4. EFA associated or affiliated entities such as the Coppieters Foundation and EFAY.

15. A petition is eligible for consideration:

- 15.1. if it is submitted in writing to the Conciliation Committee;
- 15.2. if the issue falls within the remit of the Conciliation Committee set forth in Article 3 of this Annex;
- 15.3. if the petition is motivated and submitted by an individual or an entity listed in Article 14 of this Annex.

16. Petitions concerning a decision of the General Assembly shall be submitted within one month after the decision has been taken.

17. Petitions by EFA employees are subject to the specific rules set forth herein.

18. Mediation

- 18.1. Mediation can be used for cases when a decision of the General Assembly has not yet been taken.
- 18.2. In cases where all involved parties have agreed to mediation, the Conciliation Committee shall select one or more mediator(s) amongst its members.
- 18.3. The parties involved can request another mediator(s) from the Conciliation Committee in case they consider that a selected person may be biased.
- 18.4. The Conciliation Committee can choose to involve an advisor from one of members.
- 18.5. The mediator(s) may request any information relevant to the case from the involved parties and relevant experts.
- 18.6. All written material shall be distributed among those who file the petition and the mediator(s).
- 18.7. The mediator(s) can propose solutions deemed appropriate to resolve the dispute.
- 18.8. The parties involved can withdraw from the mediation process at any time.
- 18.9. Within sixty (60) days from the proposal of the mediator(s) the parties shall conclude an agreement.

18.10. The agreement shall be made in writing and submitted to the Conciliation Committee and the Bureau.

18.11. In case the agreement is not reached within sixty (60) days the mediator(s) shall submit to the Bureau a report indicating the reasons.

19. Conciliation

19.1. Conciliation shall be used in cases when the petition concerns a decision of the General Assembly that has been taken not earlier than one month before the date of submission of the petition and in cases when involved parties have refused to proceed via mediation.

19.2. The Conciliation Committee can deliberate exclusively in an odd number composition, with a minimum of three (3) members.

19.3. If any member of the Conciliation Committee is directly or indirectly involved in a dispute to be decided on, that person shall be excluded from all deliberations on that case.

19.4. The Conciliation Committee may request any information relevant to the case from the parties involved and relevant experts.

19.5. The Conciliation Committee can proceed to collect all the information, material and documentation needed to deliberate.

19.6. The Conciliation Committee can request assistance to the Bureau in case any problem arises in the exercise of its functions.

19.7. The Conciliation Committee shall take a decision within a hundred and eighty (180) days from the filing of the petition.

19.8. The deliberation is communicated to the parties involved, to the Bureau and to the General Assembly with a report on the case.

19.9. In case the deliberation per se is not sufficient for the resolution of the conflict it can include recommendations.

19.10. These recommendations may include disciplinary measures.

19.11. In case the disputed issue is a General Assembly decision and the Conciliation Committee decides in favour of a petitioner, the General Assembly shall hold a new vote on the issue, taking into account the report of the Conciliation Committee.

20. Staff issues

20.1. Employees can address the Conciliation Committee in writing to request the assistance with an issue concerning their position in EFA.

20.2. The President of the Conciliation Committee, upon request of the employee, can decide to hear the concerned employee in person.

- 20.3. The Conciliation Committee deliberates within thirty (30) days of the request and provides a written response.
 - 20.4. The Conciliation Committee, in treating staff issues and conflicts can freely adopt the procedural forms of mediation and conciliation according to what seems more appropriate or upon request of the employee.
 - 20.5. In treating staff issues, the Conciliation Committee always operates in its full composition, without prejudice to the provisions regarding the conflict of interest of its members.
 - 20.6. When the employer is part of a conflict resolution proceeding, the Conciliation Committee adopts all the necessary measures to preserve a fair and equal procedure between the parties.
 - 20.7. The parties involved can request another mediator(s) from the Conciliation Committee in case they consider that a selected person may be biased.
 - 20.8. The Conciliation Committee may request any information to all the bodies of EFA and request the assistance of relevant experts.
 - 20.9. The Conciliation Committee can proceed to collect all information, material and documentation needed to deliberate.
 - 20.10. The Conciliation Committee can request assistance to the Bureau in case any problem arises in the exercise of its functions.
 - 20.11. All written material shall be made available at the same time among the parties involved and the Conciliation Committee.
 - 20.12. The Conciliation Committee shall take a decision within ninety (90) days from its decision to accept the case.
 - 20.13. The deliberation is communicated to the parties involved, to the Bureau and to the General Assembly with a report on the case.
 - 20.14. Upon request of the employee, the Conciliation Committee can adopt all the necessary measures to preserve the confidentiality of the proceedings and of the decisions in the interest of the party involved.
 - 20.15. Deliberations contain all the necessary measures to resolve the issue or the conflict.
21. Members, persons and bodies of EFA shall be bound by the outcome of the Conciliation Committee process and the consequent decisions adopted by the General Assembly.
 22. All the information, material and documentation related to the proceedings of the Conciliation Committee shall be kept confidential with the exception of the reports to the Bureau and General Assembly without prejudice to the right of the parties involved to access them on the condition of equality.

23. All written material shall be distributed among those who file the petition and the members of the Conciliation Committee.
24. The Secretary General receives a copy of the petition, an update of relevant information during the mediation or conciliation process and a full report afterwards.
25. The Secretary General may inform the Bureau but has to respect the limits of confidentiality.
26. Decisions shall be taken with a two-thirds (2/3) majority of the expressed votes.
27. The Conciliation Committee is not restricted by a budget but has no exclusive budget at its disposal. An indicative budget for each petition filed shall be sent to the treasurer.
28. The parties involved may be asked to contribute in cases of significant financial costs during the mediation or arbitration procedure.
29. Employees shall not contribute directly or indirectly to the costs of the proceedings.
30. The EFA Secretariat provides administrative and organisational support to the Conciliation Committee.
31. Petitions can be submitted also via email to an address determined by the Conciliation Committee
32. The Conciliation Committee can appoint one or more of its members with the task to examine the petition submitted and within eight (8) days shall decide upon its eligibility and answer to the submitter.
33. The response shall include:
 - 33.1. the acknowledgement of receipt of the petition;
 - 33.2. a proposal to conduct a mediation if applicable;
 - 33.3. a timeframe for the deliberations process in cases where the petition is eligible, or justification for refusal of the petition in cases where the request has been considered ineligible.
34. If a submission is rejected, the submitter has thirty (30) days to reintroduce the petition to the whole Conciliation Committee, which then has to take a decision on the eligibility within thirty (30) days.